



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

April 24, 2024, Monthly Meeting - Hybrid meeting held at South Deerfield Fire District and via Microsoft Teams. 47 Total Attendees, 21 in person and 26 virtual

1. Welcome and Introductions

- a. President Erin Hastings called the meeting to order at 10:01am.
- b. President Hastings informed all attendees that the meeting is being video and audio recorded and will be posted on the website.
- c. Video Link: <https://ma911.org/2024/05/08/april-2024-monthly-meeting-video/>
- d. In person attendees introduced themselves.
- e. President Hastings recognized Springfield Fire Deputy Chief David Wells. Chief Wells has been an active participant for the past 4 years since taking over oversight of the Springfield Emergency Communications. Chief Wells is retiring next week after 36 years of service.

2. Monthly Training / Presentation

- a. Ryan Sarasin, CJIS Support Services Manager and Joseph Demers, CJIS Auditor/MACCS Coordinator presented an overview of the CJIS Support Services Division. A copy of the presentation is attached.
- b. Ryan explained the differences between the roles of CJIS Support vs. EOTSS. He noted that EOTSS is a 24/7 operator while CJIS Support is business hours.
- c. He went over requirements for Personnel Security to include the requirements that any employee to be hired who will have CJIS access and has a criminal background of any type must have that background reviewed by CJIS before an account will be activated. If they have a felony conviction, the review is more involved and requires a formal waiver to obtain CJIS access.
- d. He went over the updated NEXTest and SSO Request Form, specifically pointing out that an OBTN for fingerprints is now required on the form in order to obtain CJIS access.
- e. He explained the role of the LASO (Local Agency Security Officer)
- f. He explained the difference between NEXTest and CJISOnline and who falls under each requirement.
- g. He reminded everyone that all CJIS data is for Official Criminal Justice Purposes Only. He went over some prohibited uses and stated CJIS receives requests from approximately 5-10 agencies per week for records pertaining to Internal Affairs investigations alleging misuse of



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

CJIS. He stated the most common is querying of former partners/spouses.

- h. He went over III policies which is also for official CJ purposes only. He noted that III is allowed to be used by Federally Subsidized Public Housing entities however they have to have been specifically authorized to receive CORI info.
- i. He went over Dissemination of CORI Data, nothing that you must verify the requestor is a Law Enforcement Officer or is from an authorized agency that has been approved to receive CORI. The list of authorized agencies is on the Extranet. No CORI info obtained through CJIS may be posted on Social Media.
- j. He specifically noted that dissemination of III data must be tracked in a secondary dissemination log and the log is subject to audit. The log must include the subject info, contact info for the requestor, the date, and reason for the request.
- k. He stated that Fire Departments are not entitled to any CORI data except as is needed as part of an arson investigation. Specifically, CJIS cannot be used to conduct a background on Fire Department applicants.
- l. If taking photos inside secure areas, make sure there is no CORI or CJIS info visible in the background.
- m. He went over RMV policies. He noted that the RMV states their data is for Official Criminal Justice Purposes only. He also noted that the RMV allows access to RMV data for Fire Departments for official Fire Department duties. Improper Dissemination of RMV data is a violation of federal law.
- n. He stated there are many non-criminal justice agencies that are mandated to obtain CORI info. They are not entitled to Law Enforcement Access data and must obtain it from DCJIS through iCORI.
- o. He went over standard security considerations. Examples are don't leave computers unattended, don't share logins and passwords, screens can be visible from public spaces, and file cabinets and records rooms containing CJIS data must be locked when unattended.
- p. He went over the sanctions and penalties for violation of CJIS policies.
- q. He went over Computer Incident Security Policies. If you have a Cyber incident, ensure that you notified CJIS and the FBI.
- r. He provided a brief overview of the new DNA Alerts Function. He noted that CJIS is just delivering the data. Any questions need to be directed to the CODIS unit at 978-451-3530



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

- s. He went over monthly validation requirements. He pointed out that in the case of Regional Emergency Communications Center, the ultimate responsibility to complete validations remains with the police department however that role can be disseminated through an MOU via an addendums page. He noted that it is only required to keep the most recently record of validation for any entry.
- t. Joe Demers covered the top non-compliance issues that are typically found during audits.
- u. Ryan went over the test RMV Record, 9TST99. He stated that the name and DOB along with the OLN that come back on that record can also be used for testing/training. He specifically pointed out that running your own information to test the system is considered a misuse of the system.
- v. Ryan states that the FBI is rolling out security modernization updates due to the fact that technology has been outpacing policies.
 - i. He noted that one of the changes is that as of October, 2024, there will no longer been any exceptions allowed to the Multi-Factor Authentication requirement.
 - ii. He noted that another forthcoming change is that CJIS Awareness training will be required prior to access being granted and annually thereafter.
 - iii. There will be a list of new policies that agencies will be required to adopt.
- w. He noted that there will be upcoming training opportunities to go over the forthcoming changes.
- x. He went over the forthcoming User Access 2.0 system
 - i. There will be some self service functionality, some delegation of roles, and some automation.
 - ii. There will be an electronic process for new accounts
 - iii. There will be multiple new reporting options
 - iv. The rollout will be coming sometime after June, 2024, likely around the fall.
 - v. Eventually NEXTest Accounts will also be integrated into Single Sign On.
- y. Khristy Lord asked if there is any mobile training environment available? They stated yes, there was a test website for MAACS however it failed during server migration and they are working on getting it back up and running with more functionality. Khristy also asked if there will be any



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

CJIS Rep Trainings coming up. There will likely be some beginning after September.

- z. Corey Swift asked if the CODIS phone number shows up on the DNA Required Return. They stated this is a great idea and they will look into adding it.
- aa. Phil Sisk noted that Mission Critical Partners has been doing a lot of research on the new federal level requirements and understands that at the federal level, vulnerability scanning is being required. He asked if there is anything similar being required at the state level? They stated not at this time.
- bb. Dave Luciano asked about regional working group meetings and also if there was any fix coming to the message review process. They stated that Regional Working Group meetings are being discussed. The last one was prior to 2019 but it is likely the earliest one would occur is 2025. On message review, CJIS support only monitors it during business hours. After hours it is an EOTSS function with no CJIS oversight. They are working on it and trying to come up with a 24/7 solution to it to fix the issues.
- cc. Rebecca Ocasio asked for clarification on unescorted access for contractors, etc. She noted that they always have someone in their dispatch room that is CJIS certified. Ryan stated that as long as someone has eyes on the contractor at all times, it is not considered unescorted.
- dd. Tom O'Brien asked about mental health co-responders and if they are allowed access. Ryan stated they should be treated like contractors.
- ee. Tom O'Brien asked about Fire Departments having access to RMV info for crash reports. Confirmed that is allowable.
- ff. Tom O'Brien further asked if it was considered not-advisable to join a police department's network to a town's network. Ryan stated it is fine as long as there is some network segregation and as long as a Management Control Agreement is signed. He noted that the town would need to understand that CJIS requirements and/or decisions of the Police Departments to comply with CJIS supersede the town's desires.
- gg. Corey Swift asked if there is any plan to replace old CJIS equipment such as routers and modems. They stated to work with EOTSS if there is something needing to be replaced.
- hh. Pat Feeney asked if non-law enforcement agencies can do their own fingerprinting for employment purposes. They stated if an agency has their own livescan then yes or can do cards, but if not a Law



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

Enforcement agency then you would have to mail in and await a response versus getting a response through AFIS.

- ii. Khristy Lord asked if there is a need to keep copies of the fingerprint cards. There is not. They can be discarded once results are received.
- jj. Ryan and Joe were thanked for their very informative presentation.

A short recess was taken from 11:04am until 11:10am. Upon returning from the recess, President Hastings recognized David Squires. David stated he had just received word of some very sad news that Palmer Police Dispatcher Tammy Piechota had passed away unexpectedly this morning. President Hastings note that she was one of the original MCSA members and had always been a big proponent making a push for the retirement bills.

3. Update from State 911 Department

- a. There was no representative present.

4. Appointee Reports

- a. SIEC – Corey Swift provided a summary from the most recent meeting which was in early April. CoMIRS is finally moving forward with some installations taking place. Still stating a planned completion of mid-2026. AT&T has received a formal report regarding the February outage however it has not been publicly released. Planning is underway for the 250th of Lexington and Concord which is going to overlap with Marathon weekend in 2025. Planning is also underway for the 2026 FIFA World Cup which will have games played at Gillette. Lastly, he stated there was preliminary info reported about a cyber attack that took down an entire LMR system in the Midwest in early April. Details are still pending.
- b. State 911 Commission – Steve Hooke was not present and there was no report. Kevin Lessard stated the next meeting is scheduled for May 16 at 1pm and will be a virtual meeting. He stated that the next meeting after that is slated for September, will be in person, and it is expected that new members including himself will be appointed for that meeting. He also noted that all FY25 grant applications and guidelines have been posted and the FY24 Compliance forms are available.

5. Treasurer's Report

- a. Warren Gould presented his monthly report. The report covers March and April.
- b. Beginning balance for March was \$19,153.15.



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

- c. Expenses for March were \$2,040.25 as follows:
 - i. Microsoft Office 365 monthly \$40.25
 - ii. Brian S. Hickey Associates February, 2024 Retainer \$2,000.00
- d. Income for March was \$9,104.10 which was as follows:
 - i. \$9,104.10 FY2024 dues and training payments
- e. The ending balance for March was \$26,217.00 which was the beginning balance for April.
- f. Expenses for April were \$17,906.12 as follows:
 - i. Envision Hotel and Conference Center March, 2024 training event payment #2 \$8,746.34
 - ii. Envision Hotel and Conference Center March, 2024 training event payment #3 \$1,595.04
 - iii. Envision Hotel and Conference Center March, 2024 training event payment #4 \$524.49
 - iv. Denise Amber Lee Foundation March, 2024 Training Event Payment #2 \$5,000.00
 - v. Microsoft Office 365 monthly \$40.25
 - vi. Brian S. Hickey Associates March, 2024 Retainer \$2,000.00
- g. Income for April was \$10,725.00 which was as follows:
 - i. \$10,725.00 FY2024 Dues and training payments
- h. The ending balance for April was \$19,035.88
- i. There were 70 paid members in FY2022. There were 89 paid members in FY2023 which is an increase over both FY2021 and FY2022. FY24 invoices have completely been sent out. Currently there are 76 paid members to date. In total, 100 memberships were sent out. If you have not received your invoice yet, reach out to Warren.
- j. Full Members that renewed this month are listed on the attached report
- k. The following new full members were received: Wachusett RECC
- l. A new individual membership was received: David Cregg
- m. The following new corporate members were received this month: None
- n. David Wells made a motion to accept. Second by Corey Swift. Unanimous vote.
- o. Warren stated he will be following up on unpaid invoices. He is also working with Pete to come up with a way to list individual members on the website as this is our first individual membership sold.

6. Secretary's Report

- a. Secretary Greg Lynskey stated the February meeting minutes were sent out with the meeting notice and posted on the website. He



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

recommended they be approved as written. Motion by Corey Swift, second by Khristy Lord. Unanimous vote.

- b. Secretary Lynskey stated that he has had two individuals reach out to him expressing interest in the Secretary's position. Given it being so late in the meeting year, he indicated he will continue in the position next year which gives more time to the individuals interested to learn the role. He stated that since the implementation of hybrid meetings, he has been utilizing his own laptop which others may not be willing to or have work permission to do. As such, he is requesting authorization to purchase a laptop for the position of secretary. He stated he has priced one out that will provide needed functionality it is approximately \$890. He stated he was requesting authorization for up to \$1,000 for the purchase to include a wireless mouse and a carry case. David Wells made the motion. Second by David Squires. Unanimous vote.
- c. Secretary Lynskey stated he is beginning to work on the 2024-2025 meeting schedule and asked for anyone who is interested in hosting to reach out to him. President Hastings also asked the Regional VPs to reach out if there are locations in their region that would be good meeting locations.

7. Regional Vice President Reports

- a. Essex – Jim Officer and Laura Kilgour both stated they had nothing to report.
- b. Middlesex/Suffolk – Corey Swift stated he had nothing to report other than a reminder about the COMMEX on May 1. Kevin Lessard stated to checked with Rich Fiske or Alex Rock if you are still looking to get someone into the COMMEX as there were still seats but at this point registration might be closed. He also reminded regional VPs to try to invoice local reps and senators to meetings that are held in their district.
- c. Southeast – Brian Kamp and Patrick Feeney both stated they had nothing to report.
- d. Worcester – Chris Carleton and Rick Rossi were not present and there was no report.
- e. Hampden/Berkshire – Khristy Lord stated there are still many openings. She also noted that she had been working with Tammy Piechota to get Denise Amber Lee Hope in the Midst of Chaos scheduled. She will follow up with DAL to see where that stands.
- f. Franklin/Hampshire – David Squires stated Belchertown has executed an Inter-Municipal Agreement with Wilbraham and effective July 1,



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

Wilbraham will take over dispatching for Belchertown. One of Belchertown's longtime dispatchers has decided to retire after 24 years. He has spoken to the family who says the dispatcher won't want a party, however they suggested simply sending cards to the BPD would be a great way to recognize the retirement. Don Tryon stated he had nothing to report.

8. Committee Reports

- a. Training & Events Committee – Katrina Shamshak provided an extensive report reviewing the March training event which is attached. Katrina stated she has begun looking at locations for 2025 and she stated the best option so far seems to be the Renaissance Boston which is located in Foxboro at Patriot Place. She stated the cost is \$1,000 per ballroom (2 needed) plus food and beverage. She stated this is comparable to past years. She noted it is a very new facility. Rooms are \$199/night and they can do a block of rooms if we desire as some attendees noted they would have gotten a room this year if there was a block. She stated they have March 12, 2025 available and she was curious if she should commit to it. David Wells made a motion to authorize Katrina to secure the date and venue. Second by Khristy Lord. Unanimous vote. President Hastings noted she received some feedback suggesting to have a supervisor level class next year. Katrina stated she has been in discussions with Adam Timm for 2025. She has also looked into the NENA ENP Prep Course. She stated the intention would be to have 2 four hour classes in the morning, 2 four hour classes in the afternoon, and the ENP Prep class which is an 8 hour class. Corey Swift asked if there was any info on how well the ENP Prep class gets attended? President Hastings stated she would have concerns about that as well. Katrina stated the ENP class is \$5,000 but that they search out their own sponsor to cover that cost. Khristy Lord stated that seems worthwhile. Rebecca Ocasio asked how our training day lines up with the ENP testing schedule. Kevin Lessard stated if they follow the schedule they are on this year it would like up well. President Hastings suggested that maybe we co-host the class with MA NENA. Kevin Lessard stated that as MA NENA VP that sounds like a great idea. Corey Swift stated he is in favor as long as NENA understands we are handling the registration and finances for the event and not NENA. Katrina stated while it is a NENA class, they don't manage the program. Khristy Lord made a motion to authorize Katrina to work with the noted presenters to make arrangements for the 2025 training day.



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

Second by Davie Wells. Unanimous vote. President Hastings thanked Katrina for all of her work, an outstanding job. Katrina reminded everyone that the annual meeting is being held June 12 at Gallifords Restaurant at Southwick Zoo. She stated she is working with them to clarify how the discounted zoo admission works. She is also looking at options for a free training in the fall. Details to come.

- b. Newsletter – Katrina asked for agencies to send in pictures and stories from National Telecommunicator week. Please submit them by the second week of May.
- c. Legislative – Johnathan Danek was not presented but provided a report which is attached. President Hastings provided a report on 911 Goes to Boston. The group that attended spoke with about 15 representatives and senators. They received good feedback from all of those that they met with. They also met with staff from the Ways and Means Vice Chair's office. Senator Feeney scheduled a meeting for last week along with the Chair of the Ways and Means. Rob Verdone attended that meeting. He reported that the chair sounded to be in favor. Senator Feeney will be working on some modifications to try to get the bill through. He noted that there seems to be no heavy opposition however right now the Budget process is the focus due to the contentious nature of the situation. Kevin Lessard noted that currently there is no other action needed by members or the MCSA. A message will come out when action is needed.
- d. Emerging Technologies – Rob Verdone stated the CAD project is progressing. He noted it is a tremendous amount of work, however they are still targeting October to deploy phase 1.
- e. Historical Committee – Butch Garrity was not present and there was no report.
- f. Outreach/Membership – Pete Kinnas started by saying he hoped everyone had a great National Telecommunicator Week. He stated nominations for the awards ceremony closed March 31. 28 nominations were received. He stated that the E-Board had voted to invite all of the nominees to the annual meeting and announce the awards then. He stated some agencies have asked about reserving a table. He was looking for clarification on the vote of the E-Board and who we were covering costs for. Greg Lynskey stated the vote was to cover the cost of the nominee and one guest and in the case of the nominees for team to cover just the team members. Any guests beyond that would have to pay. Corey Swift suggested leaving it as voted. He stated it would be a



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

nice gesture to cover for everyone but could get costly. It was asked how many teams were nominated. Pete said there were 9 teams. Most of the teams were 2-3 people up to 5 people. However one nominated their entire department for the award. President Hastings suggested considering giving up to 5 members of the team complementary meals and that more than 5 are welcome but would be at their expense. Greg Lynskey asked Katrina how many seats at a table. It was uncertain if it was 6 or 8. He suggested a complementary table for each team. President Hastings stated her only concern is that an MCSA member attending the annual meeting would typically get a complementary meal. Greg Lynskey suggested the idea of limiting all member agencies up to one table and anything beyond that is their cost. President Hastings asked how much the meals are. Katrina stated \$42 each. Chief Wells asked if there is any funding possible available from the state level. President Hastings stated she can ask State 911 if they are interested in contributing. Rebecca Ocasio suggested that moving forward, the nominees are cut down to finalists and only the finalists are invited as complementary. President Hastings states she thinks given all of this, we probably need to eat the full cost this year and come up with a revised plan for the future. Katrina stated she is still working on a sponsor as well. President Hastings suggested maybe we cap the number of attendees. Chief Wells made a motion capping at 120 attendees (\$5,040) pending revision if a sponsor is found. Second by Corey Swift. Unanimous vote. Pete Kinnas stated the awards are scheduled for 11am, just prior to lunch. Chief wells suggested inviting members of Beacon Hill and the media. Pete stated 6 applications were received for the PSAP Leadership Scholarship. The review committee will be submitting recommendations to State 911 by May 1 for the awardees to be announced at the Annual meeting. He also stated he has spoke with Xybix who has a media division. They are very interested in coming to MA to assist with a generic video. Kevin Lessard asked about cost. Pete said he needs to confirm but believes it is a free service.

- g. Book Club – Khristy Lord stated she is working with Stephen Johnson to identify the next book, location, and a date/time.
- h. Peer Support Committee – Khristy Lord stated the committee yesterday. Still gathering lots of info. Hoped to have someone to present today but they had a conflict. The next committee meeting is May 10.
- i. Generic Training Manual Committee – Corey Swift stated he is still looking for people to help and come up with a plan.



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

9. President's Report

- a. President Hastings reminded everyone that the May meeting is the deadline for declaring candidacy for the E-Board and is also the deadline for submitting bylaw proposals to be voted on at the annual meeting. A constant contact will be going out where people can declare and declarations will also be accepted at the meeting. She also noted that we will be considering a revised fee structure for the June meeting. She stated we will also be working on a standard invitation that can be provided to State Reps and State Senators when hosting monthly meetings.

10. Other business

- a. Chief Wells stated he has been honored to have been part of the team and the MCSA these last several years and he will continue to be a big supporting for the profession moving forward.

11. Adjournment

- a. Corey Swift made a motion to adjourn at 12:29am, second by David Wells.



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

Meeting Attendees:

Michael Amidon (Virtual)

Joseph Anderson (In Person)

Nina Barszcz (In Person)

AJ Bona (In Person)

Stephanie Brown

Joseph Demers (In Person)

Cameron Dunbar (In Person)

Tom Dunphy (In Person)

Patrick Feeney (Virtual)

Michael Gethin (Virtual)

Charles Goodwin (Virtual)

Johnathan Gordon (Virtual)

Warren Gould (Virtual)

Brendan Gray (Virtual)

Erin Hastings (In Person)

Chris Herrstrom (Virtual)

Natalie Hunt (Virtual)

Brian Kamp (Virtual)

Michael Keady (Virtual)

Laura Kilgour (Virtual)

Peter Kinnas (Virtual)

Jocelyn Laplante (In Person)

Shawn Lerner (Virtual)

Kevin Lessard (Virtual)

Khristy Lord (In Person)

David Luciano (Virtual)

Gregory Lynskey (In Person)

Toniah Maloney (Virtual)

Alex McKeon (Virtual)

Kristina Morin (Virtual)

Jill Madison-Wilson (In Person)

Tom O'Brien (In Person)

Rebecca Ocasio (In Person)

Jim Officer (Virtual)

Kendra Ouimette (In Person)

Alexa Owen (In Person)

Ryan Sarasin (In Person)



Massachusetts Communications Supervisors Association

“Developing Dispatchers & Dispatch Centers”

Erin Hastings
WESTCOMM
President

Peter Kinnas
State 911 PSAP Operations
Vice-President

Gregory Lynskey
SWCCC
Secretary

Warren Gould
Boxford Communications
Treasurer

Laura Kilgour
Amesbury PD
James Officer
Gloucester PD
Essex County VP's

Brian Kamp
Westwood Communications
Patrick Feeney
SEMRECC
Southeast Regional VP's

Corey Swift
Wilmington Public Safety
Kevin Lessard
North Middlesex RECC
Middlesex-Suffolk County VP's

Chris Carleton
Northborough Communications
Richard Rossi
Gardner Police
Worcester County VP's

Khristy Lord
WESTCOMM
Johnathan Danek
Wilbraham RECC
Hampden/Berkshire Cty VP's

David Squires
Belchertown Police
Donald Tryon
MSP RECC Northampton
Franklin/Hampshire County VP

Katrina Shamshak
North Shore Regional 911
Training Coordinator

Stephan Hooke
HRECC
911 Commission Representative

Board@ma911.org

Kelly Schuetze (Virtual)
Katrina Shamshak (Virtual)
Phil Sisk (Virtual)
Aaron Smith (Virtual)
David Squires (In Person)
Corey Swift (In Person)
Michael Traghese (In Person)
Don Tryon (In Person)
Robert Verdone (Virtual)
David Wells (In Person)
Donna Wunschel (Virtual)



April 24, 2024 – South Deerfield Fire District

Name	Agency/Business	Email
COREY SWIFT	Wilmington	on file
Don Tryon	MSP - Shelburne	on file
Cameron Dunbar	State Police	on file
AJ Bona	MSP - Shelburne	alexander.bona@pol.state.ma.us
Greg Lynskey	SWCCC	on file
Erin Hastings	Westcomm	on file
Kristy Herd	Westcomm	on file
Jill Madison Wilson	Springfield	↓
Mike Tranchese		
Joseph Anderson		
David A. Wells		
Rebecca Ocasio		
Kendra Ouimette	MSP Northampton	Kendra.Ouimette@mass.gov
Tom Dunphy	MSP Northampton	on file
David Squires	Berkshires Police	" "
Alexander	WRECC	
Jocelyn LaPlante	WRECC	
Nina Barszcz	Westfield Regional	



April 24, 2024 – South Deerfield Fire District

Name	Agency/Business	Email
Tom O'Brien	Belmont 9-1-1	tomobrien@belmont911.com

MCSA Treasurer report through 03/10/2024

Beginning balance (02/12/24) = \$ 19,153.15

Expenses:

Microsoft Office 365 (monthly) = \$ 40.25 (02/27/24)

Brian S. Hickey Associates = \$2,000.00 (03/05/24)
Lobbyist – February 2024 retainer

Expenses (total) = \$ 2,040.25

Income:

FY24 Dues & March Training payments \$ 9,104.10

Income (total) = \$ 9,104.10

BALANCE = \$ 26,217.00

72 FY21 Members

70 FY22 Members

89 FY23 Members

73 FY24 Paid Members to date

RENEWED MEMBERS: Greenfield, Worcester RECC

NEW MEMBERS: Wachusett RECC, David Cregg (individual Membership-Sr. Control Dispatcher at Boston Childrens Hospital)

99 FY24 Membership invoices sent to date.

Respectfully submitted,

Warren Gould

Treasurer MCSA

Reference for yearly expenses

Constant Contact (yearly) = \$ 490.92 (08/23/23) (\$40.91/month)

Johnson & Johnson (1 year) = \$1,416.00 (08/01/23)
Eboard Insurance

MCSA Treasurer report through 04/22/2024

Beginning balance (03/10/24) = \$ 26,217.00

Expenses:

Envision Hotel and Conf. Ctr. March 2024 Training event payment #2	= \$8,746.34	(03/11/24)
Envision Hotel and Conf. Ctr. March 2024 Training event payment #3	= \$1,595.04	(03/18/24)
Envision Hotel and Conf. Ctr. March 2024 Training event payment #4/final	= \$ 524.49	(03/18/24)
Denise Amber Lee Foundation March 2024 Training event payment #2/final	= \$5,000.00	(03/20/24)
Microsoft Office 365 (monthly)	= \$ 40.25	(03/27/24)
Brian S. Hickey Associates Lobbyist – March 2024 retainer	= \$2,000.00	(03/28/24)

Expenses (total) = \$ 17,906.12

Income:

FY24 Dues & March Training payments	\$10,725.00
-------------------------------------	-------------

Income (total) = \$ 10,725.00

BALANCE = \$ 19,035.88

72 FY21 Members

70 FY22 Members

89 FY23 Members

76 FY24 Paid Members to date

RENEWED MEMBERS: Auburn, Brookline, Cambridge

NEW MEMBERS: None

100 FY24 Membership invoices sent to date.

Respectfully submitted,

Warren Gould

Treasurer MCSA

Reference for yearly expenses

Constant Contact (yearly)	= \$ 490.92	(08/23/23)	(\$40.91/month)
Johnson & Johnson (1 year) Eboard Insurance	= \$1,416.00	(08/01/23)	

Recap of March Event:

28 Attendees Completed Survey

102 Attendees signed in

114 with vendors/speakers

Income:

Sponsorships: \$5500

Attendees: \$26,650

Total: \$32,150

Expenses:

DAL: \$10,000

Envision: \$11,383

Total Expenses: \$21,383

Earnings: \$10,767

March 2025:

Based on the feedback and personal observations- started looking at other venues

Went and visited Renaissance Boston at Patriot Place

Contacted Southboro, will not book small events out

Contacted Gillette, will not book small events out

Training:

People really liked having options so continuing on that

“The Healthy Dispatcher”

ENP Prep Retreat

Hosting 3 classes at once

ENP all day, the other two 4 hour blocks

\$8000 for THD

\$5000 for ENP- Most likely able to get sponsor help

Reminder Annual Meeting & Awards

June 12th Galliford's at Southwick Zoo

Free Fall Training

Looking at October 23, 2024

Possible location of Milford Training facility- waiting for confirmation

Newsletter:

If your agency celebrated NPSTW please send some content for the upcoming newsletter

Gregory Lynskey (SWCCC)

From: Johnathan Danek <jdanek@wilbraham-ma.gov>
Sent: Friday, April 19, 2024 14:52
To: Erin Hastings; Gregory Lynskey (SWCCC)
Cc: Kevin Lessard; Khristy Lord
Subject: [External]MCSA Monthly Meeting Notes - April 2024

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If unsure, please consult your administrator before proceeding.

Good afternoon all,

I will not be able to attend this month's MCSA meeting. I will be away on vacation next week. The following information is what I have for legislative updates, and hopefully Erin and/or Kevin can supplement it with what was learned at 9-1-1 Goes to Boston, along with the recent feedback our lobbyist has provided our organization. I have nothing to add for regional updates at this time.

H.2665 & its Senate counterpart S.1674 were reported favorably out of committee on March 4th. The bill was referred to the Senate Ways & Means Committee. The chair of this committee is Michael J. Rodrigues, the Vice Chair is Cindy F. Friedman. The chair can be reached @ Michael.Rodrigues@masenate.gov; the Vice Chair can be reached @ Cindy.Friedman@masenate.gov

The other members of the Senate Ways & Means Committee can be found here:

<https://malegislature.gov/Committees/Detail/S30/193>

I strongly recommend that everyone reach out to these state senators and ask for their support in this effort.

Federal legislative discussion:

H.R. 6319 9-1-1 SAVES Act (Supporting Accurate Views of Emergency Services): Referred to the House Committee on Education and the Workforce on Nov 8th. The bill currently has 126 cosponsors in the HoR. 5 of those cosponsors are from Mass:

- Rep Seth Moulton, 6th district
- Rep Stephen Lynch, 8th district
- Rep Bill Keating, 9th district
- Rep Lori Trahan, 3rd district
- Rep Jim McGovern, 2nd district

There have been no new cosponsors from Massachusetts in the past couple of months.

That is all that I have for now. Thank you.

Best regards,

Johnathan Danek
Wilbraham Regional Emergency Communications
2780 Boston Rd, Wilbraham, MA 01095
P: (413)596-3837 / E: jdanek@wilbraham-ma.gov

Most emails to and from municipal offices and officials are public record. Confidentiality should not be expected.

Department of Criminal Justice Information Services (DCJIS)



MCSA Meeting

**April 24, 2024
South Deerfield**

AGENDA



- ❑ *CJIS Support Services Team*
- ❑ *Background Check Requirements*
- ❑ *Access and Dissemination*
- ❑ *DCJIS/FBI Audit Process*
- ❑ *NCIC and CJIS policies*
- ❑ *Present Upcoming Opportunities*



Meet the CJIS Team

Deidre Noyes
CJIS Representative

Angela Minchello
CJIS Representative

Ryan Sarasin
Manager



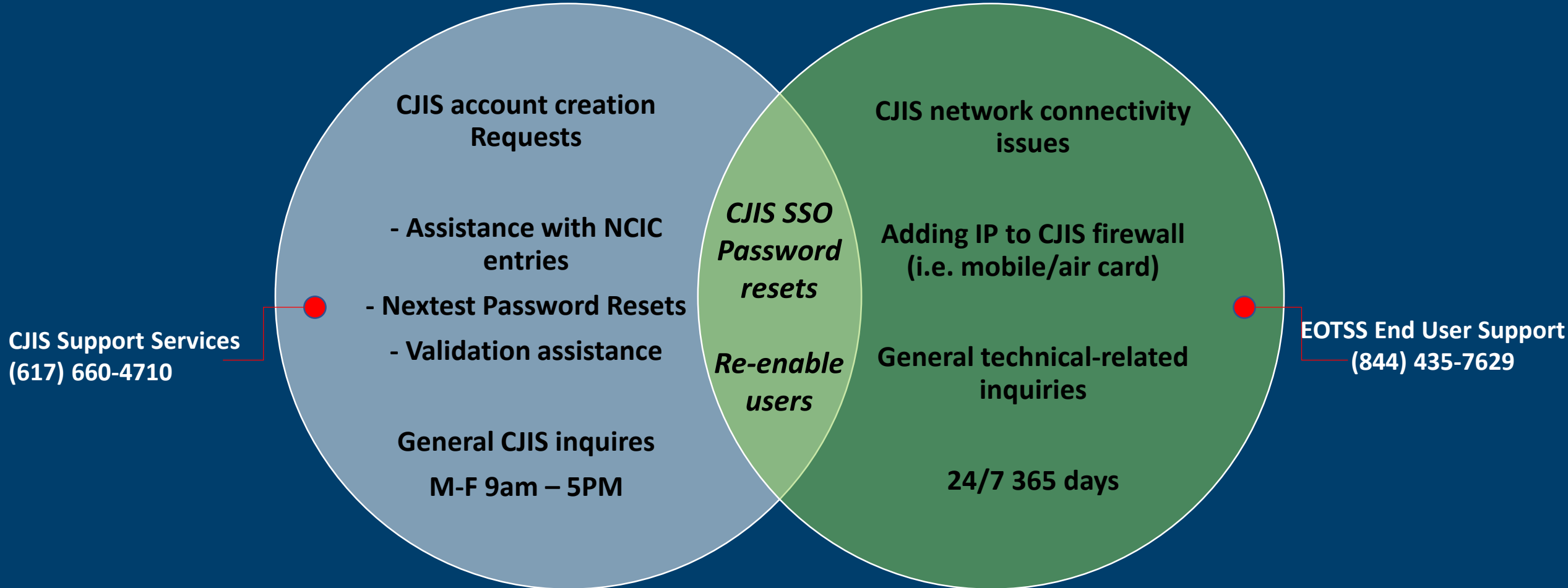
CSS

Joseph Demers
CJIS Representative/
MACCS Coordinator

Joseph Newton
CJIS Representative

Christopher Schreiner
CJIS Representative

CJIS Support or EOTSS ??



Personnel Security

Unescorted Access to Unencrypted CJI

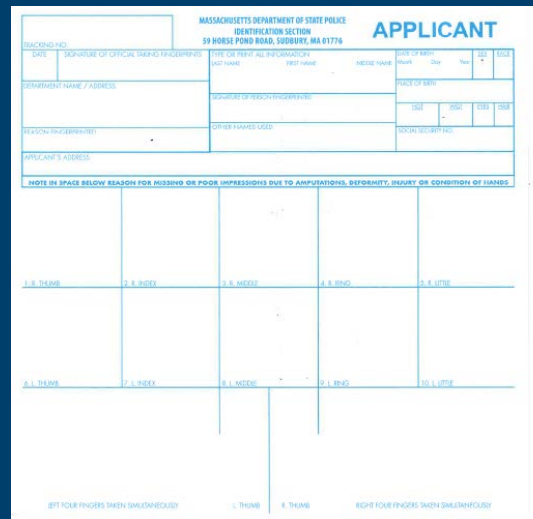
State of residency and fingerprint-based background checks

Prior to granting access and every 5 years

All individuals – including custodians, vendors, contractors, IT staff, etc.

Background Results

If a **record** of any kind exists, access to CJI **shall not** be granted



The image shows a form titled 'MASSACHUSETTS DEPARTMENT OF STATE POLICE IDENTIFICATION SECTION' and 'APPLICANT'. The form is for an individual applying for identification. It includes fields for 'TRACKING NO.', 'DATE', 'SIGNATURE OF OFFICIAL TAKING FINGERPRINTS', 'FIRST NAME', 'LAST NAME', 'MIDDLE NAME', 'DATE OF BIRTH', 'SEX', 'RACE', 'ETHNICITY', 'HEIGHT', 'WEIGHT', 'HAIR COLOR', 'EYE COLOR', 'SKIN COLOR', 'FINGERPRINTS', 'FINGERPRINTS (RIGHT HAND)', 'FINGERPRINTS (LEFT HAND)', 'FINGERPRINTS (THUMB)', 'FINGERPRINTS (INDEX)', 'FINGERPRINTS (MIDDLE)', 'FINGERPRINTS (RING)', 'FINGERPRINTS (PINKY)', 'FINGERPRINTS (THUMB)', 'FINGERPRINTS (INDEX)', 'FINGERPRINTS (MIDDLE)', 'FINGERPRINTS (RING)', 'FINGERPRINTS (PINKY)'. There are also checkboxes for 'FINGERPRINTS TAKEN (FINGERPRINTS TAKEN)' and 'FINGERPRINTS TAKEN (FINGERPRINTS TAKEN)'. The form is a standard identification form used by the Massachusetts Department of State Police.

Waiver Requests

Reviews/waivers can be requested if criminal record is found

CJIS CSO or designee makes determination if access is appropriate

Personnel Security (cont.)

2 Categories: Review vs Waiver

Review: Criminal record that does **NOT** include felony convictions

- Less formal
- Review for CJIS access/suitability
- Attach background check results for review

Waiver – Criminal record that includes a **felony conviction**

- FBI Security Policy – automatic disqualifier
- Formalized on agency letterhead
- Individual's employment information (position)
- Explanation of why CJIS access is needed
- Attach background check results for review

NexTEST and CJIS SSO Request Form



Department of Criminal Justice Information Services

200 Arlington Street

Chelsea, MA 02150

CJIS Support Services

Phone: 617-660-4710 | Email: cjis.support@mass.gov

NexTest and CJIS Single Sign-On Access Form

*Must be completed by a CJIS Representative

Date: Requestor Name: Requestor Email:
Agency Name: ORI:

As of 12/07/2022, Section 5.2: AT-2 of the FBI Security Policy requires security and privacy literacy training to system users as part of initial training for new users **PRIOR** to accessing CJI and on an annual basis. **Training/nexTEST certification must be completed PRIOR to providing CJIS Single Sign-On credentials.**

CJIS Standard Access: CJIS Web 3.0, CJIS Warrant Publishing, AFIS-R (Criminal), Parole Web, Inmate Web, and SORIS2. If another application is needed, please specify which application in the "other" field (i.e. MACCS, EACC...)

PLEASE TYPE ELECTRONICALLY – (No Handwritten Requests)
DO NOT FAX THIS FORM – Please return form via email to: cjis.support@mass.gov

☐ Add User ☐ Remove User (Name Only) Job Title:
*First Name: Current CJIS Access (List ALL Agencies):
*Last Name: Previous CJIS Access (List ALL Agencies):
Other Application(s) Needed:
* Fingerprint-based background check must be completed prior to access: Provide OBTN#:



Massachusetts State Police AFIS Results
Commonwealth of Massachusetts

Logged in as: SARASIN-F

Home	Basic Search	Advanced Search	Work Queue
Advanced Search			
Enter one or more search criteria below to find a fingerprint search result record(s). Please note that at least one field is required.			
Record Type: ☐ Criminal ☒ Applicant			
Identifier:			
Tracking No. (TBOS123456789) State ID No. (MA12345678) FBI No. (123456AB1)			
Name: Use Soundex: ☐			
Last Name First Name			
Date of Birth:			
(MMDDCCYY)			
Social Security No.:			
(111223333)			

Security and Privacy Training



- *Security training is key to the human element of information security.*
- *All users with authorized access to CJI should be made aware of their individual responsibilities and expected behavior when accessing CJI and the systems which process CJI.*
- *Local Agency Security Officers (LASO) require enhanced training on the specific duties and responsibilities of those positions and the impact those positions have on the overall security of information systems.*



Security Awareness Training Requirements

- Nextest

- Security awareness training for all users with a CJIS account

- CJIS Online

- Security awareness training for those that may indirectly encounter CJI

- Security awareness training for those that don't have CJIS user accounts or run queries but handle CJI



Access

- ❑ Access to information contained in CJIS is limited to “official criminal justice purposes”
 - ❑ Access is prohibited for any of the following:
 - ❑ Personal use or interest
 - ❑ Requests on behalf of non-criminal justice requestors (including friends, Mayor/Town Manager, Selectmen/Aldermen, etc.)
 - ❑ Audit trail of access maintained by the DCJIS and NCIC
-



III Policies

☐ Access:

- Limited to “Official Criminal Justice Purposes”
 - ☐ Criminal investigation, including: prosecution, adjudication, pre-sentencing, probation and parole investigations
 - ☐ Criminal justice employment
 - ☐ Firearms licensing
 - ☐ Federally subsidized public housing
 - All inquiries are logged by CJIS and by NCIC and are available for audit.
-



Dissemination of CJIS data

- ☐ Prior to disseminating any information obtained via CJIS outside of your agency, user must verify:
 - ☐ Requestor is a law enforcement officer and from a criminal justice agency—see the “Agencies Approved to Receive CORI 172(a)” file located on the CJIS Extranet.
 - ☐ Do not post CJI on social media platforms

 - ☐ Dissemination of information obtained via III must be tracked in the SECONDARY DISSEMINATION LOG
 - ☐ LOG is subject to audit by FBI and DCJIS
 - ☐ LOG entries must contain:
 - ☐ Subject of request;
 - ☐ Contact information of requestor;
 - ☐ Date; and
 - ☐ Reason for the request.
-



RMV Inquiry policies

- ❑ Appropriate usage
 - Official criminal justice purposes
 - Not for personal curiosity or interest
 - Exception: May access for fire department upon request for official fire department duties.

 - ❑ Dissemination
 - Limited to official criminal justice purposes
 - Improper dissemination of RMV info is a violation of federal law
-



Mandatory Non-Criminal Justice CORI Access

- ☐ Certain employers are required to screen staff. Examples:
 - ☐ Public and Private Schools
 - ☐ Nursing Homes, Long Term Care Facilities
 - ☐ Councils on Aging and Home Care Agencies providing services to elderly and/or disabled persons in a home or community based setting
 - ☐ Volunteer Organizations primarily providing programs or activities to children
 - ☐ Taxicab companies providing transportation to school districts
- ☐ These employers see Conviction, Non-Conviction and Pending CORI
Exception: Camps for children (*also receive juvenile records*)
- ☐ These Employers must request CORI from DCJIS and Not You!



Discretionary Non-Criminal Justice CORI Access

- ❑ Generally, CORI certified employers *are not* issued a blanket certification in order to screen *all* staff
 - ❑ Certifications are *limited* to screening employees, volunteers, and staff in the following category:
 - ❑ *Applicants and current staff who have the opportunity for unmonitored contact with children, disabled persons, or the elderly*
 - ❑ These employers only see Conviction and Pending CORI
 - ❑ Examples of public and private entities certified to access CORI include: Hospitals, Fire Departments, Youth Athletic Organizations, Religious Organizations, Municipalities, Licensing Authorities
 - ❑ These groups must request CORI from DCJIS, Not You!
-



Security

- ❑ Users must ensure that information obtain via CJIS, including CORI, is secure.
 - DO NOT:
 - ❑ Leave a computer terminal, including Mobile Data Terminals/Computers, unattended while logged in;
 - ❑ Share logins and passwords;
 - ❑ Allow documents to be left out in the open to be viewable by all whom pass your workstation.
 - Terminal screens must not be viewable from public spaces or by unauthorized individuals
 - File cabinets and records rooms must be secured and locked when unattended
-

CJIS Misuse



SANCTIONS AND PENALTIES

Improper Access to, and/or Dissemination of, information contained in, or obtained from, CJIS may result in any of the following:

01

Loss of CJIS access privileges

02

Civil fines and penalties issued by DCJIS from \$1,000 up to \$5,000

03

Fines imposed by 28 C.F.R. 20.25, up to \$11,000

04

Criminal Prosecution per M.G.L. c. 6, §178 and M.G.L. c. 266, s. 120F





Computer Security Incident Reporting

- ***Massachusetts criminal justice agencies are reminded that any security incidents involving access, or potential access, to department systems or networks, or to criminal justice information of any kind, must be reported within forty-eight (48) hours to the Department of Criminal Justice Information Services (DCJIS)***
- ***This requirement is contained within the CJIS User Agreement, which is signed by the department Agency Head, CJIS Representatives, and CJIS Technical Contact.***
- ***DCJIS has created a Computer Incident/Security Form which must be used to notify the DCJIS of such events. The form is posted online on the DCJIS Extranet.***



DNA Alerts

- July 2023. CJIS and Openfox were upgraded to display an alert for people who owe DNA to the Commonwealth pursuant to M.G.L. Chapter 22E.
- Alerts will appear in the following locations:
 - Person Query Results – “MA DNA Required”
 - BOP results – DNA Submission Violation
 - IQ/FQ results
- Only individuals trained by MSP Crime Lab CODIS Collection and Investigative Unit are authorized to take DNA samples
- Contact the MSP CODIS Collection Unit directly with any questions:
 - Phone: 978-451-3530
 - Email: codis.request@mass.gov

Monthly Validation

- Ultimately, the overall responsibility lies with the police department who “owns” or initiated the incident report.
- However, many have designated through a completed MOU with “addendums” that the RECC will handle the monthly validation of records entered under the LE agency’s primary ORI (00).

Top Non-Compliance Issues



ITS

- 1. Private Contractor**
- 2. Personnel Security**
- 3. Security Awareness Training**
- 4. Authentication**
- 5. Event Logging**
- 6. Advanced Authentication**
- 7. Encryption**
- 8. Partitioning & Virtualization**

NCIC

- 1. Validations**
- 2. Completeness**
- 3. Use & Dissemination**

FBI CJIS Security Policy Modernization Updates

FBI Security Policy changes are coming...

- Fingerprint-based background checks MAY not required for all cloud provider personnel
- No more exceptions to multifactor authentication
 - Includes physical secure locations (October 2024)
- Awareness and Training (AT)
 - Prior to getting access and annually
 - Within 30 days of an incident

FBI Security Policy changes are coming...

New Policy will have “Modernized CJISSECPOL Control Families”

Policies that will be required in the future:

- *Written Configuration Management Policy and Procedures*
 - To ensure IT resources are inventoried correctly
- *Written Personnel Security Policy and Procedures*
 - Screening requirements
- *Written Access Control Policy*
 - account management (account creation, removal, validation) / approval process for remote access
- *Written Identification and Authentication Policy and Procedures*
 - Only authenticated users and devices are granted access
- *Written Auditing and Accountability Policy and Procedures*
 - It systems must have effective security controls
- *Written System and Communications Protection Policy and Procedures*
 - i.e. denial of service protection
- *Written Mobile Devices Policy and Procedures*
 - Usage restrictions, implementation guidance
- *Written System and Acquisition Policy and Procedures*

Upcoming Opportunities

- CJIS and CORI Training with Applications Overview
- Validation Trainings
- NLETS and NCIC Training – May 1, 2024
- Monthly MACCS trainings

User Access 2.0

Background: User Access "1.0" developed in 2008 to support 500 users and now supports over 15,000.

- Some time after June 2024
- High-Level Goals
 - Providing self-service functionality where possible to end users
 - Delegating tasks where possible to other users such as Agency Representatives
 - Automating functionality and tasks where possible
- CJIS Reps and agency designated admins will be able to "approve account"
- Various Reporting Options
- NexTEST Integration at a later phase
- Messaging capabilities at later phase